

**Enrolled Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Eighth Town Council of Highland
Monday, June 05, 2017**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in the plenary meeting room on **Monday, June 05, 2017** at the time of 7:03 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Dan Vassar, Mark A. Herak, Steve Wagner and Konnie Kuiper were present. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Also present: Peter T. Hojnicky, Police Chief was also present.

Guests present: Mr. Frank Van Til and Mr. Glenn Patterson, Esq., of the F & G Investments, were also present.

General Substance of Matters Discussed or Proposed

1. *Discuss pending request from the Police Chief to add 2 more active sergeant ranks and subtract the one vacant (not budgeted) corporal spot and one placeholder corporal spot (not budgeted). This matter was first discussed by the Town Council at its Study Session of March 20, 2017.*

The police chief again brought his request as approved by the Town Board of Metropolitan Police Commissioners before the Town Council regarding his desire to add two (2) additional Sergeant(s) positions, as set forth in the following exhibit:

March 10, 2017

Michael Griffin, Clerk-Treasurer
Town of Highland

Mr. Griffin,

At its Public Meeting of March 9, 2017, the members of the Highland Metropolitan Board of Police Commissioners, for logistical purposes based upon organizational needs and assigned individual responsibilities, elect to make the following changes to our authorized staffing positions contained with Ordinance No. 1641 (Compensation and Benefits Ordinance):

1. Eliminate two (2) Corporal positions- (from 10 to 8).
2. Increase two (2) Sergeant positions- (from 8 to 10).



Stephen Jurczak, Chairman
Highland Metropolitan Board of
Police Commissioners

The Clerk-Treasurer noted the status of the ranks and the proposed changes to the ranks being discussed in an accompanying worksheet.

Current rank regime:

Sergeants

- 1 O'Donnell
- 2 Balbo
- 3 Stewart
- 4 Anderson

Placeholder ranks

- 5 Hojnicky
- 6 Vassar
- 7 R. Potesta
- 8 Banasiak

Corporals

- 1 L. Potesta
- 2 E Swisher
- 3 Tomondi
- 4 Garza
- 5 Cox
- 6 Norris
- 7 Siple
- 8 Santino
- 9 not assigned

Placeholder rank

- 10 Georgeff

Proposed rank regime:

Sergeants

- 1 O'Donnell
- 2 Balbo
- 3 Stewart
- 4 Anderson
- 5 CID
- 6 Patrol(VIPS)

Placeholder ranks

- 7 Hojnicky
- 8 Vassar
- 9 R. Potesta
- 10 Banasiak

Corporals

- 1 L. Potesta
- 2 E Swisher
- 3 Tomondi
- 4 Garza
- 5 Cox
- 6 Norris
- 7 (CID)
- 8 (CID)

The Chief offered the rationale for the request. He described the supervisory rank hierarchy in the Criminal Investigations Division (CID) as missing an intermediate supervisory position. He noted that the current bureau supervisory positions are staffed by a corporal and then a commander. He suggested that this was not desirable. The Police Chief further indicated that he wanted to create a supervisor of the Volunteer in Policing Services (VIPS) Program and wanted that to be fixed at the rank of sergeant. Finally, the police chief stated that the force strength would remain at 39 officers even after his proposed net addition of sergeants. The Chief, in response to a question regarding street presence, stated that the force strength would be the same and there

would not be a reduction in the street or patrol presence in consequence of the addition of the two sergeant positions.

The Clerk-Treasurer stated that he stands by the budgetary analysis he presented previously (March 20) in terms of added costs, which follows. He also stated that if cost is not a consideration but rather some other policy objective based upon command structure, the same cost benefit metric might not apply. The Clerk-Treasurer stated that except for the planned budget amendment restoring some group health insurance amounts, there is no income margin to support any net increased expenditure without a corresponding reduction.

Current	(Budgeted)	Medicare	
4 Sergeants	\$ 68,969.42	\$ 1,000.06	\$279,877.91
8 Corporals	\$ 65,102.44	\$ 943.99	<u>\$528,371.40</u>
			<u>\$808,249.31</u>
Proposed	(Budgeted)	Medicare	
6 Sergeants	\$ 68,969.42	\$ 1,000.06	\$419,816.86
8 Corporals	\$ 65,102.44	\$ 943.99	<u>\$528,371.40</u>
			<u>\$948,188.26</u>
		Delta	\$139,938.95

The Police Chief expressed his belief that the Clerk-Treasurer’s analysis regarding the cost difference was correct only if the department added two positions to the force strength, going from 39 to 41.

There was no further action or instruction.

2. *Acknowledgement of Representative of F & G Investments.* The Town Council President acknowledged Mr. Frank Van Til and Attorney Glenn Patterson, who attended in case there was discussion of their petition for a use variance, which received a favorable recommendation from the Advisory Board of Zoning Appeals. This matter is scheduled to come before the Town Council at its meeting of Monday, June 12, 2017 for its review and action.

Mr. Patterson offered a general description of the use variance sought, which involves the expansion of the existing private cemetery located at 8969 Kleinman Road, by adding a contiguous lot, being donated by Mr. Frank Van Til.

The discussion explored why the petitioner sought a use variance rather than a change to the zone map. It was noted that the use of a cemetery is absent from the current zoning code. So, it was suggested that seeking a use variance was the desired path.

There was no further discussion.

3. *Perform mark-up on Introduced Ordinance No. 1647: Amending the Public Records Management Chapter of the Highland Municipal Code.* The Clerk-Treasurer and the Town Council reviewed the introduced ordinance to amend the current Public Records Management Chapter in the Highland Municipal Code.

The officials noted the places in the proposed amending ordinance that there was discretion to exempt from disclosure some public records. After reviewing the places where there were provisions for the Town Council to make some policy choices, the Town Council President suggested that the members make notes and be prepared to contribute to the deliberation, the scheduling the introduced Ordinance for its second and final mark-up at the study session of Monday, June 19, 2017.

4. *Discuss the likely matters for the meeting on June 12.* The Clerk-Treasurer and the Town Council reviewed the current list of matters likely to be on the agenda for the plenary business meeting of Monday, June 12, 2017.
5. *A Sense of the Town Council Resolution Regarding the Great Lakes Restorative Initiative (GLRI).* Councilor Wagner presented a draft resolution that urged the full funding of the US Environmental Protection Agency and to continue full funding to the Great Lakes Restorative Initiative.

Councilor Wagner asked that the Town Council consider passing this “sense of the town council” resolution and authorize its transmission to the appropriate Federal and State officials. Following discussion, the Town Council President asked that the resolution be readied and placed upon the agenda of the June 12 plenary business meeting.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, June 05, 2017**, was adjourned at 7:35 o’clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer